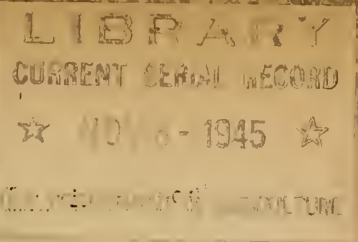


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WAR FOOD ADMINISTRATION
Office of Distribution
Washington 25, D. C.



SHIPPING AND STORAGE BRANCH MEMORANDUM NUMBER 39.4

Shipment of Beans, Peas, and Rice - Southwest Region

I General

- A. The procedure outlined herein shall be followed in the Washington Office and Southwest Region to facilitate the shipment and storage of Beans, Peas and Rice.

II Distribution of Purchase Abstracts

- A. Three copies of purchase abstracts will be received by the Storage Division in Washington from the Procurement and Price Support Branch in Washington.
- B. A copy of purchase abstracts will be made available to the Regional Shipping and Storage Division by the Regional Procurement Division immediately upon preparation.

III Allocation of Storage Space and Issuance of Shipping Instructions

- A. The Regional Shipping and Storage Division, upon receipt of a copy of the purchase abstract, shall teletype the Dry Allocations Section, Storage Division, in Washington requesting designation of storage space and shipping instructions.
1. The teletype request shall furnish complete abstract information.
- B. Dry Allocations Section, Storage Division, shall designate storage space immediately on the basis of teletype information, prepare order tickets, and transmit the tickets to the Shipping Division for issuance of shipping instructions to the respective billing offices in the Southwest Region (generally, for beans and peas - Denver; and for rice - Dallas).
1. In the event a particular shipment is needed for export, reconsignment of shipments enroute to storage or quantities being tendered and immediately available from vendors shall be ordered to destination ports.
2. Dry Allocations Section, Storage Division, shall record order and shipping information on purchase abstracts when received from Chief, Storage Division.

IV Superseding Instruction

A. This instruction is effective immediately and supersedes existing methods for the movement of these particular commodities in the Southwest Region.

[Handwritten Signature]

Chief, Shipping and Storage Branch.

Index:

Storage

Ordering

Distribution Code "D"

November 6, 1944